



TOWN OF TYNGSBOROUGH

Office of the Board of Selectmen

25 Bryant Lane

Tyngsborough, MA 01879

Tel: 978 649-2300 Ext. 100 Fax: 978 649-2320

APPROVED

Board of Selectmen Meeting Minutes

Monday, November 21, 2011 at 6:00 P.M. Community Room, Town Offices, 25 Bryant Lane

Members Present: Selectman Rick Reault, Selectman Robert Jackson, Selectwoman Elizabeth Coughlin, Selectman Allen Curseaden, Selectman Corliss Lambert

Staff Present: Michael Gilleberto, Admin Assistant Therese Gay

The listing of matters are those reasonable anticipated by the Chairman which may be discussed at the meeting. Not all items listed may in fact be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.

1. 6:00 PM Open Meeting/Pledge of Allegiance

The Chairman called the meeting to order. The Board was introduced, the Pledge to the Flag, and the Agenda was read by the Clerk of the Board.

2. 6:05 PM Community Teamwork, Inc. - Presentation

The Board deferred the CTI presentation to the Monday December 12, 2011 meeting.

3. New Business

• Sewer Commission Instrument Technician

Mr. Curseaden, Sewer Department Superintendent, introduced William Wilson, the Sewer Department's new Instrument Technician the Commissioners hired. Mr. Wilson has electrical background and he will be able to assist the Superintendent and the Assistant Superintendent on various calls including the ones that are electrical in nature. The Board welcomed Mr. Wilson.

• License Renewal

○ Class I

▪ New England Transit Sales, Inc. - 30 Progress Avenue

The renewal of this license has been deferred. The Board will need more information regarding an ongoing violation.

○ Class II

▪ LCM Auto Sales - 8 Davis Street

The renewal of this license was deferred. The Board is waiting for a complete application to be submitted.

▪ Performance Sales, Inc. - 28 Westford Road

The Board having received a completed application voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Curseaden to renew the Class II License for Performance Sales, Inc.

○ Class III

▪ Tech Heng Enterprises, DBA Tech Heng Used Auto Parts - 47 Middlesex Road

The Board have received a completed application voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Curseaden to renew the Class III License for Tech Heng, Inc.

▪ A. G. Pennino & Co. - 39 Middlesex Road

The renewal of this license has been deferred. The Board is waiting for more information.

○ Common Victualler's License Renewal

▪ Akshrdham LLC - DBA BP Shop - 397-399 Middlesex Road

- **Comets – 22 Westford Road**
- **Country View Diner – 171 Middlesex Road**
- **Global Montello Group, Corp/Mobil #2701 – DBA On The Run – 95 Westford Rd**
- **Golden Bowl Chinese & Thai Cuisine – 130 Middlesex Road**
- **Kentucky Fried Chicken – 440 Middlesex Road**
- **Lakeside Pizza – 24 Parham Road**
- **Li'l Lobster Boat, LLC – 440 Middlesex Road**
- **Pizza Pizzazz – 130 Middlesex Road**
- **Skate 3 Snack Bar – 355 Middlesex Road**
- **Tyngsboro-Op LLC DBA Dunkin Donuts – 440 Middlesex Road**
- **Whitson's Culinary Group – School Cafeterias – Fee Waived**
- **Xin yun, Inc. DBA Lake East Restaurant – 240 Lakeview Avenue**

The Board received completed applications from all of the establishments mentioned above, the Board has reviewed and voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Curseaden to renew the above mentioned Common Victualler licenses as read.

- **Precinct Consolidation**

The Board discussed the consolidation of precinct and has delayed the change due to school make up days. Because of the number of days lost during the storm the School Dept. will be making up the days.

- **Town Accountant – Review Resumes**

The Board reviewed the resumes and discussed forming a 3 member panel for interviews. The Board voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Curseaden to form a 3 member review panel for interviewing the applicants for the Town Accountant position. The 3 member board shall consist of the Town Administrator, one member of the Board of Selectmen and the Town Treasurer to review the applicants and forward a short list for the Board of Selectmen to interview.

- **Council on Aging Director – Review Resumes**

The Board reviewed the resumes and discussed forming a 3 member panel for interviews. The Board voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Curseaden to form a 3 member review panel for interviewing the applicants for the Council on Aging position. The 3 member board shall consist of the Town Administrator, one member of the Board of Selectmen and the Council on Aging Chairman to interview the applicants.

4. Old Business

- **7:00 PM Community Preservation Committee and Historical Commission**

- **Old Town Hall**

The Board met with the CPC and the Historical Commission to discuss the merits on appointing a three person working group to make construction decision on the Old Town Hall the working group will report to the Board of Selectmen, the Community Preservation Committee and the Historical Committee. The Community Preservation Committee has voted on their representative, Guy Denomme will represent the CPC. The Historical Committee will meet on Thursday to vote their representative. The Board voted 5-0 on a motion made by Selectman Jackson, second by Selectwoman Coughlin to place Selectman Rick Reault as the Board's Representative to the Working Group. There was discussion to amend the motion. The Board voted 5-0 on a motion by Selectman Jackson, second by Selectman Curseaden to support a three person working group to oversee the restoration of the Old Town Hall and to amend the motion to state the following: to specifically to give the three member working group authority and autonomy in the decision making process surrounding the decision of the restoration. The amendment motion was made by Selectman Jackson, second by Selectman Lambert to support the amendment and to hire the OPM as defined in the procurement.

- **Other**

The Board discussed the needs of other historic buildings in Town. The boarding up of the broken windows at the old town hall and the Winslow school building; Selectman Curseaden has volunteered to review/repair of the historic buildings with the Historical Commission.

5. Citizen/Business Time – No one came forward this evening.

Citizens or business owners may contact the Office of the Selectmen to request to address the Selectmen during citizen/business time. Citizens or business owners who have not contacted the Office of the Selectmen in advance may address the Board of Selectmen on matters of interest to the public for not more than five (5) minutes.

6. Meeting Minutes: Review/Approve – Approval of Minutes was deferred.

Monday July 25, 2011, Monday August 29, 2011, Monday September 12, 2011, Thursday September 22, 2011.

- **Executive Session Approved Minutes for Release (None)**
- **Review/Approve Executive Session Minutes**
 - A. Monday September 07, 2011 – Approve/ Not Released**

- **Regular/Executive Session Minutes Undrafted**

A. Regular Session

Monday September 26, 2011, Friday September 30, 2011, Thursday October 13, 2011, Monday October 17, 2011, Monday October 24, 2011, Thursday November 3, 2011

B. Executive Session

Monday September 26, 2011, Monday October 17, 2011, Monday October 24, 2011, Thursday November 3, 2011

7. Correspondence

A list of correspondence will be included with approved meeting minutes per the requirements of the Massachusetts Open Meeting Law and may be posted online at www.tyngsboroughma.gov. Copies of correspondence may be requested from the Office of the Board of Selectmen.

The Clerk read the correspondence, the Board voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Lambert to accept the correspondence as presented.

8. Selectmen's Reports

- Selectman Coughlin – Energy & Envir Affairs/Licenses/Insp/Util/Transportation

We are moving forward on the street light acquisition received the final inventory. Various things happened during the two storms there was widespread damage leaving street light are out, we asking the citizens to be aware of any activity in their neighborhoods.

- Selectman Reault – Northern Middlesex Council Of Government

I attended the graduation ceremony at the Police Academy, two Officers from Tyngsborough have completed the training.

- Selectman Jackson – Wished everyone a Happy Thanksgiving.
- Selectman Curseaden – Technology, Pawtucket Blvd Project, Abandoned Homes

No report on the IT proposal. The realignment of the Pawtucket Blvd will change by Tuesday noontime from Old Frost to new alignment and opening the new Boulevard on week from Tuesday.

- Selectman Lambert – Wishing everyone a Happy Thanksgiving. The Dept. of Transportation is working to have the center of Town ready for Black Friday. Increasing co-ordination on the communication /calendar to address the goals and objections, the position description and to move forward on the Winslow School and the Old Town Hall.

9. Town Administrator's Reports

- Other

The FY2013 budget is beginning with requests for level service budgets. The Recreation Committee is hosting their festival of lights on December 3rd at 5PM. We have received the charging station

and have selected the three locations. NMCOG meet with area managers on the proposed regional 911 project. The Brownfield grant is looking for a letter of support, the Board has no objection. The Dept. of Public Utilities has scheduled a meeting for Monday December 5th.

10. Executive Session

The board may move to go into executive session to discuss strategy with respect to collective bargaining, litigation, or exempt negotiations if an open meeting may have a detrimental effect on such subject matters.

- **Collective Bargaining**

The Board voted on a motion by Selectman Lambert, second by Selectman Jackson to enter into Executive Session to discuss strategy with respect to collective bargaining, as an open meeting may have a detrimental effect on such subject matters and to return to open session only to adjourn.

Roll Call Vote: Selectman Lambert, yes; Selectman Curseaden, yes; Selectwoman Coughlin, yes; Selectman Jackson, yes; Selectman Reault, yes.

The Board entered into executive session at 8:45 P.M.

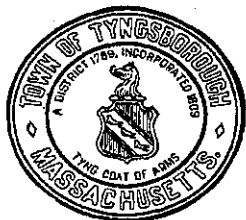
11. Adjournment

The Board voted 4-0 on a motion by Selectman Lambert second by Selectman Jackson to adjourn the meeting. The meeting adjourned at 10:05PM.

Respectfully submitted

Therese Gay
Admin Assistant

Approved on Monday March 12, 2012



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- 2. 6:05 PM Community Teamwork, Inc. - Presentation**
- 3. New Business**
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 - License Renewal
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 - LCM Auto Sales – 8 Davis Street
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 - Precinct Consolidation
 - Town Accountant – Review Resumes
 - Council on Aging Director – Review Resumes
 - 4. Old Business**
 - 7:00 PM Community Preservation Committee and Historical Commission

- **Old Town Hall**
- **Other**

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6. Meeting Minutes: Review/Approve

- **Review/Approve Board of Selectmen Meeting Minutes**
 - A. Monday July 25, 2011 Meeting**
 - B. Monday August 29, 2011 Meeting**
 - C. Monday September 12, 2011 Meeting**
 - D. Thursday September 22, 2011 (Cable Ascertainment Hearing)**
- **Executive Session Approved Minutes for Release (None)**
- **Review/Approve Executive Session Minutes**
 - A. Monday September 07, 2011 – Approve/ Not Released**
- **Regular/Executive Session Minutes Undrafted**
 - A. Regular Session**
 - **Monday September 26, 2011 Meeting**
 - **Friday September 30, 2011 (Work Session)**
 - **Thursday October 13, 2011 (Work Session)**
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- **Selectman Reault – Northern Middlesex Council Of Government**
- **Selectman Jackson –**
- **Selectman Curseaden – Technology, Pawtucket Blvd Project, Abandoned Homes**
- **Selectman Lambert –**

9. Town Administrator's Reports

- **Response to Selectmen's Requests**
- **Budget**
- **Departmental Information**
- **Contracting/Procurement**
- **Other**

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- Collective Bargaining

11. Adjournment

Future Meetings

Town Hall Closed Thursday, November 24th and Friday, November 25th in Observance of Thanksgiving

Selectmen's Meeting, Monday, December 12, 2011 at 6:00 PM at the Town Offices

Selectmen's Meeting, Monday, December 19, 2011 at 6:00 PM at the Town Offices

Board of Selectmen Correspondence - Week of November 18, 2011

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